Leisure Skills
FREE!
Guess who’s cooking up a storm this term?
Autumn Program 2019

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* Early bird specials
* Pre-term taster courses
* Free seniors computing!
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TERM DATES - 2019

TERM 2
6 May to 28 June

TERM 3
5 August to 27 September

TERM 4
21 October to 13 December

CONTACT DETAILS
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Wollongong NSW 2500
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W: weaillawarra.com.au

Early bird specials inside!
I love learning new things and meeting new people and am passionate about education and its role in enabling people to be active citizens in our society. When asked to consider nominating to be a Director on the WEA Illawarra Board, I thought that it would be a perfect fit given the educational focus of WEA Illawarra and its vision of building strong communities through individuals achieving their potential. I had recently completed my Master Degree in International and Community Development at that point and was keen to be part of an organisation with a focus on community development.

I have always tried to stand by advice I heard from a very young age which was that you must be the change that you wish to see in the world. Education plays a huge part in enabling people to be that driver of change and WEA Illawarra gives many people this opportunity. The Alesco Illawarra school managed by WEA Illawarra highlights the importance of such opportunities, particularly for those who for a range of reasons might not otherwise have such educational opportunities. Attending the Alesco Illawarra graduation ceremony last year was a truly humbling experience to see the determination of these young people to learn in the face of adversity.

I have a background in policy development and project management and have worked for the NSW and Federal Governments, Regional Development Australia Illawarra, the Illawarra Business Chamber, the University of Wollongong, the World Bank and the Asian Development Bank. All of these roles have given me a strong appreciation for the role we all have to play in being active citizens in our society. Education is critical to being an active citizen capable of driving change and it is this passion which drives my contribution to the WEA Illawarra Board.

WEA Illawarra has long held an important role in the Illawarra community and I am extremely proud and to be part of this wonderful organisation. I look forward to being part of its future growth and watching it continue to inspire people to learn and be the change they wish to see in the world.
Ross was born in Melbourne, attended high school in Sydney and moved to Wollongong in 1970 to take up a Mechanical Engineering Degree Traineeship with Australian Iron and Steel (the now Bluescope Steel).

Whilst pursuing his study in engineering, Ross worked in the steelworks on the tools completing a Fitting and Turning trade certificate and then going on to complete a Commerce Degree in Management studies in 1984.

After working in a variety of management positions with CMA Foam Group and David Brown Gears he opted for a change in career and joined the international consulting practice of Coopers & Lybrand where he pursued his passion for Operational Excellence.

In 1996 he left Coopers & Lybrand to co-establish a local operational excellence consulting and training company called CTPM – The Centre for Australasian TPM & Lean.

At this time he was also asked to take up a new part-time honorary role of Team Chemistry Coach of the Wollongong Hawks NBL team to help the then new coach, Brendan Joyce, and the team, to progress from the Wooden Spoon to winning their first Championship some five years later. He later joined a group of local business people who took over ownership of the Hawks to ensure the team survived, and became a Director and Chairman of the club until 2005.

In 2007 Ross joined the Board of WEA Illawarra to help revise its Constitution and refresh its direction. His business had recently become a Registered Training Organisation for the Cert III & IV in Competitive Systems and Practices qualification so there was a good fit in the skills he could bring to WEA Illawarra.

Since retiring from the WEA Illawarra Board, Ross has continued with his consulting and training practice, has had two books published internationally by Productivity Press in the USA, and has become a Director at the Illawarra Turf Club.

As testament to his pursuits of lifelong learning he recently upgraded his Cert IV in Training and Assessment through the WEA Illawarra which he says was “value for money, conveniently run on the weekend, and the quality of the training and facilities were excellent”.

"I was honoured to serve 8 years on the WEA Illawarra Board before retiring during which time we were able to obtain substantial funding from the Federal Government and expand the facilities as well as establish the Alesco Illawarra Learning Centre. I also had the privilege of getting to know the highly dedicated staff, teachers and tutors at WEA Illawarra who all contributed greatly to its success."
**MOSAIC MADNESS!**

You will learn the basics type of mosaic, materials to use and tools you will need. Make a small design piece to develop some skills and confidence in creating a mosaic. Materials will be provided in this class.

1 SESSION X 3 HRS
Tutor Alison Booth
Start Mon 29 Apr 9.30 am
WEA Wollongong
CN21202X $35.00

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**GET TO KNOW YOUR SEWING MACHINE**

Learn the basic functions of your sewing machine to get you started for home sewing enjoyment. BYO sewing machine. Fabric and threads will be provided.

1 SESSION X 3 HRS
Tutor Jo Kanaris
Start Thu 2 May 10 am
WEA Wollongong
CN21308X $35.00

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**CREATING FASHION OUTFITS**

Learn how to put fashion outfits together to achieve your desired ‘look.’ See how to create over 70 outfits using only 15 garments, and become more creative with accessories. You will learn how to develop your own signature style.

1 SESSION X 3 HRS
Tutor Anna Stacey
Start Wed 1 May 10 am
WEA Wollongong
CN2300X $35.00

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**PASTELS, THE FORGIVING MEDIUM**

This taster course is a perfect place to start for those who want to learn how to draw and create colour artworks. Pastels are a fun and forgiving medium, give them a try!

1 SESSION X 3 HRS
Tutor Mark Svensson
Start Fri 3 May 1 pm
WEA Wollongong
CN2634X $35.00

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**PASTEL GALAXY FOREST NIGHT SKY**

A forest of trees illuminated and framed by a starry night sky! Such a wow factor but is quick and easy. Let Violetta show you how.

1 SESSION X 1.5 HRS
Tutor Violetta Strabic
Start Wed 1 May 4 pm
WEA Wollongong
CN2631X $25.00

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**WATERCOLOURS CLASS**

Learn the techniques to paint and wash a simple seascape Watercolour based on a local Illawarra beach. All materials will be provided in this course.

1 SESSION X 3 HRS
Tutor Linda Edmonds
Start Tue 30 Apr 9.30 am
WEA Wollongong
CN2621X $35.00

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These “taster” classes require you to bring the bare minimum of materials but please check the requirement list on the website at www.weaillawarra.com.au
art, craft and textiles

Early bird specials inside!

Image: Anna Stacey, Tutor
**SUPER SAVER** - Bring a friend and enjoy an additional discount on selected classes. **Early bird special if paid before 29 April**.$84.00

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**FLOW ART**

Let the paint FLOW in this introduction to the Acrylic paint medium of Flow Painting. This medium is mainly known for its ability to simulate Resin Art but without the toxicity. The versatility and adventure of Flow Painting doesn’t end there! There is more than just one application for this newer medium.

1 SESSION X 4 HRS
Tutor Linda Edmonds
Start Sat 22 Jun 10 am
WEA Wollongong
CN2628 $55.00

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**BEGINNERS DRAWING CLASS WITH CHARCOAL**

From beginners looking to understand the how to start drawing with shape and shading, to intermediate hobbyists looking to refine their skills, Violetta will show you how to draw still life objects with charcoal and a spot of colour.

4 SESSIONS X 2 HRS
Tutor Violetta Strabic
Start Fri 10 May 9.30 am
WEA Wollongong
CN2632 $105.00

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**MORE PASTELS!**

A pastels class unlike any other! Complete beginners will learn new skills and returnees will learn more. BYO pastels or items can be purchased on the day from the tutor.

4 SESSIONS X 2 HRS
Tutor Mark Svensson
Start Fri 7 Jun 1 pm
WEA Wollongong
CN2637 $105.00

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**LIFE DRAWING**

This practical approach to drawing the human form will step you through the basics of anatomy, shading and composition. Live model fees included in the cost of course. **PLEASE NOTE THAT ENROLMENTS MUST BE MADE PRIOR TO 29 APRIL AS NOTIFICATION NEEDS TO BE GIVEN TO THE TUTOR.**

4 SESSIONS X 2 HRS
Tutor Violetta Strabic
Start Mon 6 May 6 pm
WEA Wollongong
CN2627 $169.00

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**LEARN TO DRAW FASHION ILLUSTRATIONS**

This hands-on course will get you started on how to create fashion illustrations. Step-by-step, you will learn a range of simple techniques that will make your illustrations look good and stand out! Do it for fun, to create artworks for home, or to create a portfolio of work to help you get into a fashion career.

1 SESSION X 5 HRS
Tutor Anna Stacey
Start Sat 22 Jun 9.30 am
WEA Wollongong
CN2638 $69.00

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WEA Wollongong
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**EXTENSION PAINTING**

This Extension course is suited to those painters whom wish to extend and broaden their basic skills to include more painterly techniques and further equipment knowledge and use. Painters will venture into the techniques of palette knifing, gestural and mark making, free flow painting, and colour theming. Learn mood, expression and composition. Please note, painters entering this course should have some established experience with painting techniques or have completed WEA’s Beginner’s Course in Painting with Linda.

3 SESSIONS X 3 HRS
Tutor Linda Edmonds
Start Tue 11 Jun 6 pm
WEA Wollongong
CN2623 $115.00

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3 SESSIONS X 3 HRS
Tutor Linda Edmonds
Start Tue 11 Jun 6 pm
WEA Wollongong
CN2623 $115.00

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**COSPLAY FACE PAINTING**

Take your love of comics, graphic novels, gaming and cosplay to the next level at Comic Gong this month by learning how to perfect your face painting skills! Students are required to have their own face paint, brushes and sponges. See website https://www.sublimebodyart.com.au for immediate purchase of quality, cosmetic grade face paint. Please don’t substitute for cheaper brands; the quality is not worth purchasing. NOTE: This course is not SFX or costume making.

1 SESSION X 4 HRS  
Tutor Samantha Van Stralendorff  
Start Sat 4 May 10 am  
WEA Wollongong  
CN2622 $69.00  
……………… Early bird special if paid before 29 April $59.00

**ACCESSIBLE ART!**

Express your inner self through art! You will be guided and encouraged to draw, paint and create your own unique artwork through a variety of creative techniques and mediums. Students on the NDIS - are welcome! Support category: Social and community participation. Ask us how we can assist you today. Class maximum of 6 students plus carers if required.

4 SESSIONS X 2 HRS  
Tutor Samantha Van Stralendorff  
Start Tue 7 May 9.30 am  
WEA Wollongong  
CN2624 $105.00

**POTTERY PROJECTS**

Learn basic pottery techniques and complete 3-4 pieces using a variety of methods including hand-building and wheel-throwing. Basic tools provided. The fee for all clay and glazes are included in the course fee.

6 SESSIONS X 3 HRS  
Tutor Mary Monteleone  
Start Mon 29 Apr 6 pm  
WEA Wollongong  
CN21208 $290.00  
OR  
6 SESSIONS X 3 HRS  
Start Wed 15 May 6 pm  
CN21206 $290.00

**MOSAIC MADNESS FOR HOUSE AND GARDEN**

Make a mosaic framed mirror, photo frame, table top, or a mosaic garden sculpture. These projects can be partly or fully mosaiced.

6 SESSIONS X 3 HRS  
Tutor Alison Booth  
Start Mon 13 May 9.30 am  
WEA Wollongong  
CN21202A $169.00  
OR  
6 SESSIONS X 3 HRS  
Start Mon 13 May 1.00 pm  
WEA Wollongong  
CN21201 $169.00

**CANDLE MAKING WITH SOY WAX**

This workshop will show you how to make your own fragrant soy wax candle in a glass jar. Materials and an instruction sheet to take home included in the course fee.

1 SESSION X 2 HRS  
Tutor Keone Rawiri  
Start Sat 11 May 9 am  
WEA Wollongong  
CN21218 $61.00

**BEGINNERS FLORAL ART**

In week 1 you will learn the art of arranging a beautiful fresh bouquet of flowers. In week 2 take your skills to the next level as you create a beautiful boxed display in eye catching colours. The florist will provide the flowers and sundries required for each session at a cost of $45 each session payable to the tutor.

2 SESSIONS X 3 HRS  
Tutor Marieanne Rogers  
Start Sat 25 May 2 pm  
WEA Wollongong  
CN21217 $88.00  
……………… Early bird special if paid before 29 April $74.00

Prior to purchasing any materials for your course please check with the WEA Illawarra on 4226 1622 to ensure that the class is running.
SKILLWOMEN WORKSHOPS - SALT

In 2012 the SALT (Supporting and Linking Tradeswomen) committee created a unique vision of teaching as many women and girls as possible how to use tools. Students will create a timber project from measuring up, cutting and assembling. The tools and skills involved include, measuring with tapes and set squares; cutting with a variety of saws such as hand saw, drop saw and jigsaw to assembling with drills, impact drivers, nails, screws, hammers, nail punches and different drill bits.

1 SESSION X 4.5 HRS
Tutor Fiona Shewring
Start Sat 1 Jun 10 am
WEA Wollongong
CN21221X $20.00

SEWING SKILLS FOR EVERYONE

This course caters for beginners who want to learn how to sew, through to intermediate students who want to refine their existing skills. Learn how to customise existing patterns and perfect garment alterations. From evening wear to cushions, this course is for anyone who wants to give their project that professional edge.

NOTE: BYO sewing machine and pattern to work on.

6 SESSIONS X 3 HRS
Tutor Jo Kanaris
Start Thu 23 May 6.30 pm
WEA Wollongong
CN21302 $195.00

Early bird special if paid before 29 April $165.00

MACRAME FOR BEGINNERS

Can you believe it? Macramé has made a return. In one session you will learn how to measure and cut and prepare your yarn for your first macramé project and by the end of the class you will have completed one macramé item. You will see samples and images of 70s macramé and the new look macramé. Bring $20 - $40 to pay for Macrame cord, beads and metal ring.

1 SESSION X 3 HRS
Tutor Susan Walker
Start Sat 22 Jun 10 am
WEA Wollongong
CN21203 $46.00

GET TO KNOW YOUR SEWING MACHINE

Learn the basic functions of your sewing machine to get you started for home sewing enjoyment. BYO sewing machine. Fabric and threads will be provided.

1 SESSION X 3 HRS
Tutor Jo Kanaris
Start Thu 2 May 10 am
WEA Wollongong
CN21308X $35.00

Prior to purchasing any materials for your course please check with the WEA Illawarra on 4226 1622 to ensure that the class is running.
Meet Gina Ottaway!

Gina featured as a contestant in Series 10, 2018 MasterChef and won over the judges with her famous Orange Cake and simple, yet delicious, pasta dishes!

Gina’s love of cooking was inspired by her mum and there is nothing more she likes to do than cook!

Gina is looking forward to sharing her knowledge with WEA Illawarra students and we are excited to have her on our team!

Early bird specials inside!
cooking, wine and barista

**FRESH PASTA MAKING**
Learn to use a pasta machine and make your own fresh pasta! You will also prepare a simple classic Italian sauce to tantalise everybody’s taste buds!

1 SESSION X 3 HRS
Tutor Gina Ottaway
Start Tue 7 May 6 pm
WEA Kitchen, Wollongong
CN21129 $87.00

**ZESTY ORANGE CAKE**
Impress your guests with this delicious orange cake. Featured in Episode 3, Series 10 of MasterChef 2018, this is Gina’s famous Orange cake that was so delicious it made the judges go weak at the knees and the recipe crash the internet! Don’t miss this class!

1 SESSION X 3 HRS
Tutor Gina Ottaway
Start Tue 4 Jun 6 pm
WEA Kitchen, Wollongong
CN21132 $87.00

**RISOTTO!**
Demystify the art of risotto making and create a classic creamy risotto which will dazzle any judge at anytime! Delicious as a complete meal in its own right or as an accompaniment, this risotto will have your family asking for more!

1 SESSION X 3 HRS
Tutor Gina Ottaway
Start Sat 25 May 10 am
WEA Kitchen, Wollongong
CN21130 $87.00

**SOUTHERN INDIAN CURRIES**
Enjoy the flavours of Southern India with these delicious warming curries: Mussels in red curry sauce, Chicken and broccoli curry and a sweet Watermelon curry.

1 SESSION X 3 HRS
Tutor Ann Palmer
Start Wed 29 May 6 pm
WEA Kitchen, Wollongong
CN21141 $87.00

**TRADITIONAL GNOCCHI**
Gnocchi is easier to make than you think! Let Gina show you how to make this classic Italian dish topped with a burnt butter and sage sauce. Yum!

1 SESSION X 3 HRS
Tutor Gina Ottaway
Start Mon 3 Jun 6 pm
WEA Kitchen, Wollongong
CN21131 $87.00

**MORE TASTY THAI NOODLES!**
Add to your repertoire of Thai noodles with these new dishes to tempt you! Learn how to make authentic Laksa, Pad Kee Maow, and Hokkien with Oyster Sauce.

1 SESSION X 3.5 HRS
Tutor Natchanok Siriteerajads
Start Sat 18 May 10 am
WEA Kitchen, Wollongong
CN21135 $99.00

**MORE TASTY THAI CURRIES!**
Add to your repertoire of Thai curries with these new curries to tempt your tastebuds! Curries made will include Green curry, Choo Chee curry and a Red duck curry!

1 SESSION X 3.5 HRS
Tutor Natchanok Siriteerajads
Start Sat 22 Jun 10 am
WEA Kitchen, Wollongong
CN21134 $99.00

Early bird special if paid before 29 April $84.00

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*Image: Nonna G’s Instagram*
cooking, wine and barista

STREET FOOD - SOUTH EAST ASIA

The food in South East Asia is delicious and aromatic, reflecting the melting pot of this region. You will make Indonesian Beef Satay Skewers, South Vietnamese Seafood Curry and Green Mango Salad.

1 SESSION X 3 HRS
Tutor Ann Palmer
Start Wed 12 Jun 6.30 pm
WEA Kitchen, Wollongong
CN21140 $87.00

SPANISH DELIGHTS!

Who doesn’t love a traditional Spanish feast? Join Ann as she steps you through the preparation of Fried Chorizo with Apple Cider, an easy Paella and a Crème Catalana. Disfrutar!

1 SESSION X 3 HRS
Tutor Ann Palmer
Start Wed 15 May 6 pm
WEA Kitchen, Wollongong
CN21144 $87.00

A TRIO OF BREADS

Learn to make everyone’s favourite breads in this course! Sourdough, Pizza dough and Foccacia will have your family covered for fresh bread 3 meals a day!

1 SESSION X 5 HRS
Tutor Paul Pennell
Start Sat 1 Jun 10 am
WEA Kitchen, Wollongong
CN21145 $105.00

HEALTHY VEGAN COOKING

Moving to a plant based diet can mean discovering new and diverse ways of eating. In these sessions you will learn how to create delicious and nutritious vegan meals and starters.

2 SESSIONS X 3 HRS
Tutor Pramila Chaturvedi
Start Mon 20 May 6 pm
WEA Kitchen Wollongong
CN21139 $139.00

FLORAL CUPCAKES FOR MOTHER’S DAY

Delight everyone this Mother’s Day as you serve up pretty floral cupcakes for your occasion. You will learn to make the special butter cream, basic colour and design for cakes, several decorating techniques and prepare and decorate cupcakes with floral themes. Note: the course fee also includes a take home icing kit, all icing and decorations and 12 cupcakes to decorate on the day.

1 SESSION X 3 HRS
Tutor Laura Burton
Start Sat 11 May 10 am
WEA Kitchen, Wollongong
CN21133 $87.00

LIVING AND LOVING BEING A VEGETARIAN

Going vegetarian isn’t just the best way to help animals three times a day - it’s also kinder to your waistline (and your heart!), better for the Earth, and downright delicious! In the first session Briony will teach you the nutritional benefits of a vegetarian lifestyle as well as demonstrate some delicious recipes including chia pudding, hummus, and bliss balls. In the second session you will have the opportunity to create your own main meals including veggie burgers, dhal and cauliflower rice.

2 SESSIONS X 3 HRS
Tutor Briony Wentworth-Ping
Start Tue 11 Jun 6 pm
WEA Kitchen, Wollongong
CN21149 $139.00

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1 SESSION X 3 HRS
Tutor Laura Burton
Start Sat 11 May 10 am
WEA Kitchen, Wollongong
CN21133 $87.00

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1 SESSION X 5 HRS
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Start Sat 1 Jun 10 am
WEA Kitchen, Wollongong
CN21145 $105.00

Like us on Facebook
WEA Illawarra

WEA ILLAWARRA KITCHEN
TOP FLOOR OF 58 AUBURN STREET, WOLLONGONG

Course price covers all ingredients, a take home apron and recipe book.
BARISTA BASICS

This class is designed to upgrade or introduce you to the skills for a barista role in a specialty coffee environment. We will teach you about espresso equipment and how to use it, as well as science based espresso coffee preparation, stretching and texturing milk, and the typical cafe menu.

The classes are designed and run by a team of coffee professionals, including a licensed Q Grader and a WBC Certified Judge. You will be working on industry leading equipment (Dalla Corte, Mahlkonig and La Marzocco) and working with a variety of equipment types in each category. Content includes:

Introduction to coffee (agriculture, culture and production)
Espresso Machine / grinder / utensils application
Workflow & workstation preparation
Espresso extraction step by step
Preparing espresso based beverages
Milk temperature, Milk stretching & pouring

NOTE: This is not an accredited course.

1 SESSION X 3.5 HRS MAX
Tutor Keelan Brown
Start Tue 14 May 5 pm
Venue ABC Beverages
83 - 85 Montague Street,
North Wollongong
CN21162X $120.00

OR

1 SESSION X 3.5 HRS MAX
Start Thu 6 Jun 5 pm
CN21161X $120.00
dance and music

Early bird specials inside!
dance and music

BALLROOM - LEARN TO DANCE LIKE THE STARS

Here is your opportunity to learn a variety of dancing styles whilst meeting new people and getting fit! You will be swept off your feet with Modern Ballroom (Waltz, Quickstep & Foxtrot) and Latin American (Cha Cha Cha, Samba & Jive). Make dancing your night of the week to unwind and have fun!

10 SESSIONS X 1 HR
Tutor Dance World
Start Wed 1 May 7 pm
Venue: Dance World,
54 Montague St,
North Wollongong
CN2501 $135.00

BEGINNERS GUITAR

The guitar is arguably the most popular instrument in the contemporary world. This course starts you on the road to guitar playing. Students will need to bring their own guitar, preferably an acoustic guitar (whether steel string or nylon string/classical).

8 SESSIONS X 1 HR
Tutor Stephen Powell
Start Wed 8 May 6 pm
WEA Wollongong
CN2517 $109.00

INTRODUCTION TO THE UKULELE

The Ukulele is a fun and easy instrument to learn to play, and Ken will have you playing two or three songs before you leave. No experience required. BYO ukulele, or there will be some for students to use.

1 SESSION X 7 HRS
Tutor Kenneth Gates
Start Sun 26 May 9 am
WEA Wollongong
CN2514 $99.00

INTRODUCTION TO THE HARMONICA

This course covers everything from Mozart to dirty blues and lots in between. Come to this workshop and learn all about your harmonica, and how to get the most from it. Topics covered include: music tabulation, how to play in tune with others and as a solo artist, special techniques such as warbling and vibrato, chords, single notes and more.

1 SESSION X 7 HRS
Tutor Kenneth Gates
Start Sat 25 May 9 am
WEA Wollongong
CN2512 $99.00

Early bird special if paid before 29 April $84.00

WEA DISCOUNTS

* WEA Illawarra Members receive 10% off all Leisure and Non-Accredited courses
* Seniors and Concession card holders receive a 10% discount on Leisure and Non-Accredited courses
* WEA Illawarra Facebook Friends receive special offers
* Early bird specials

CONDITIONS APPLY
* Only one discount can be used per course.
* Discounts do not apply to Accredited courses or to any course indicated by an X in the course number.
Early bird specials inside!
INTRODUCTION TO FENG SHUI
This course will introduce you to very basic Feng Shui principles by identifying the nine Feng Shui sections of your home. Once the nine sections of Wealth, Fame and Reputation, Marriage and Relationship, Health and Family, Tai Chi Centre, Children and Creativity, Knowledge, Career, Friends and Travel are learned and activated, they can create a harmonious and balanced place to live. You will be shown where they are located as well as how and what can be used to activate them.

1 SESSION X 3 HRS
Tutor Lee-Anne Preddy-Ryman
Start Tue 28 May 6 pm
WEA Wollongong
CN21305 $43.00

GARDEN AND LAWN RENOVATION
Get your garden and lawn ready for Spring and Summer. Learn the techniques that will have your home looking “a treat” for the warmer months of the year.

1 SESSION X 3 HRS
Tutor Mark Allan
Start Mon 20 May 6 pm
WEA Wollongong
CN21310 $42.00

Early bird special if paid before 29 April 36.00

WINTER VEGGIE GARDEN
The cooler months are a great time of year to plant all those "roast dinner", "soup" and "casserole" dish veggies! Learn how to grow seasonal veggies including broccoli, cauliflower, brussel sprouts and more! Winter has never tasted so good or fresh!

1 SESSION X 3 HRS
Tutor Mark Allan
Start Mon 27 May 6pm
WEA Wollongong
CN21311 $42.00

MAKE YOUR OWN GARDENER’S BALM
Protect your hands whilst gardening with this soothing balm made from botanical oils, comfrey and aromatic essences especially selected for their healing and insect deterring properties. All ingredients, bottles, jars are supplied in this course.

1 SESSION X 2 HRS
Tutor Kim Sattler
Start Sat 15 Jun 10 am
WEA Wollongong
CN2702 $42.00

ONLINE LEARNING
The solution for today’s busy adult
Convenient - Affordable - Effective
Take a course on topics ranging from Writing for Children to Speed Reading and more - all from the comfort of your home or office at times that are convenient for you.

Each course comes equipped with a knowledgeable and caring instructor, lively discussions with your fellow students, and practical information that you can put to immediate use.

For more information visit www.weallawarra.com.au

Convenient, Affordable, and Effective
MIND AND BODY RELAX!

Stretching keeps the muscles flexible, strong, and healthy, and enables us to maintain a range of motion in our joints. If we don’t stretch, our muscles become tight and we “stiffen up”. Similarly we need to ensure our mind has the opportunity to relax and refresh.

This course will guide you through a gentle stretching routine and finish off with a guided meditation session balancing the whole of YOU! Suitable for all ages!

4 SESSIONS X 1.5 HRS
Tutor Briony Wentworth-Ping
Start Thu 25 Oct 6 pm
WEA Wollongong
CN4703 $69.00

GLAM IT UP MAKEUP TECHNIQUES!

Get your glam on in this makeup class! Learn how to step up your daily makeup routine with contouring techniques, powders, blush, eyebrows, eye makeup, smokey eyes and more. BYO strip lashes as well if you want to learn how to apply them. See you there!

1 SESSION X 2.5 HRS
Tutor Leanne Harding
Start Sat 8 Dec 10 am
WEA Wollongong
CN4702 $41.00
MAKE YOUR OWN PERFUME

Using essential oils of your choice you will create a fresh bespoke perfume just for you or for that special Mother’s Day gift. All ingredients, bottles, jars are supplied in this course.

1 SESSION X 3 HRS
Tutor Kim Sattler
Start Sat 11 May 10 am
WEA Wollongong
CN2705 $57.00

Early bird special if paid before 29 April $49.00

MAKE YOUR OWN MOISTURISER

Learn about the benefits of essential oils for your health and make your own lavender facial moisturiser. All ingredients, bottles, jars are supplied in this course.

1 SESSION X 2 HRS
Tutor Kim Sattler
Start Tue 21 May 6 pm
WEA Wollongong
CN2704 $42.00

MAKE YOUR OWN GARDENER’S BALM

Protect your hands whilst gardening with this soothing balm made from botanical oils, comfrey and aromatic essences especially selected for their healing and insect deterring properties. All ingredients, bottles, jars are supplied in this course.

1 SESSION X 2 HRS
Tutor Kim Sattler
Start Sat 15 Jun 10 am
WEA Wollongong
CN2702 $42.00

REIKI FIRST DEGREE

Learn the hands on healing practice of Reiki. Reiki is a non-invasive form of hands on healing that works with the body’s own natural healing system.

1 SESSION X 6.5 HRS
Tutor Lee-Anne Preddy-Ryman
Start Sun 26 May 9.30 am
WEA Wollongong
CN2707 $121.00

REIKI SECOND DEGREE

Reiki Second degree is a continuation of your Reiki journey. In this course you will receive the attune-ment for the Sei-He-Ki the emotional/mental symbol and the Hon-Sha-Ze-Sho-Nen the distant healing symbol. You will be shown how to send Reiki distantly as well as different proxies that can be used. Pre-requisite: you must have completed Reiki First Degree. Please bring your certificate to the class.

1 SESSION X 6.5 HRS
Tutor Lee-Anne Preddy-Ryman
Start Sun 23 Jun 9.30 am
WEA Wollongong
CN2708 $121.00

REMEDIAL MASSAGE

You will learn massage techniques to alleviate discomfort and pain in the entire muscular-skeletal system. NOTE: This is a FULL weekend workshop - Saturday and Sunday.

2 SESSIONS X 7 HRS
Tutor Helen Ferrington
Start Sat 22 Jun 9.30 am
WEA Wollongong
CN2710 $235.00

Early bird special if paid before 29 April $199.00

AN INTRODUCTION TO FACE FITNESS WORKOUT

You will learn how a Face Fitness exercise programme can improve age related changes in the face and neck – naturally. Facial exercising is a low cost, effective, non-toxic alternative to invasive cosmetic surgery.

1 SESSION X 3 HRS
Tutor Jennifer Seagrave
Start Thu 9 May 6 pm
WEA Wollongong
CN2706 $45.00

Early bird special if paid before 29 April $30.00
WEA Illawarra is always looking for photographs to promote courses on its Facebook page and in the program. Do you have a travel photo that you would like published? If so please send it through to: info@weaillawarra.com.au

Thank you!

LEVEL 1 CLASSES

Level 1 classes are more formal in their application. They place greater emphasis on the language skills ie speaking, writing and reading but will not cover the cultural aspects in as much detail as the TLC classes. They are for complete beginners. NO knowledge of the language is assumed or required.

FRENCH 1

8 SESSIONS X 2.5 HRS
Tutor Catherine Thornberry
Start Thu 9 May 6.30 pm
WEA Wollongong
CN2219 $230.00

Early bird special if paid before 29 April $195.00

SPANISH 1

8 SESSIONS X 2 HRS
Tutor Yvette Millan
Start Tue 7 May 6.30 pm
WEA Wollongong
CN2202 $199.00

ITALIAN 2

7 SESSIONS X 2.5 HRS
Tutor Patricia Hughes
Start Tue 30 Apr 6.30 pm
WEA Wollongong
CN2213 $201.00

SPANISH 2

8 SESSIONS X 2.5 HRS
Tutor Yvette Millan
Start Thu 9 May 6.30 pm
WEA Wollongong
CN2217 $230.00

JAPANESE 2

8 SESSIONS X 2.5 HRS
Tutor Yumiko Kent
Start Tue 7 May 6.30 pm
WEA Wollongong
CN2218 $230.00

FRENCH 2

8 SESSIONS X 2.5 HRS
Tutor Catherine Thornberry
Start Mon 29 Apr 6.30 pm
WEA Wollongong
CN2210 $230.00

CHINESE MANDARIN 2

8 SESSIONS X 2.5 HRS
Tutor Su-Lien Chen
Start Wed 8 May 6.00 pm
WEA Wollongong
CN2216 $230.00

LEVEL 2 CLASSES

Level 2 classes are continuation classes from Term 1. New students to these classes must have at least 20 hours of prior learning of the language and will also need to contact WEA Illawarra on 4226 1622 prior to enrolling to ensure that they are eligible to join the Term 2 class.

FRENCH 1

8 SESSIONS X 2 HRS
Tutor Brian Horan
Start Wed 8 May 6.30 pm
WEA Wollongong
CN2201 $199.00

SPANISH 2

8 SESSIONS X 2 HRS
Tutor Yvette Millan
Start Thu 9 May 6.30 pm
WEA Wollongong
CN2219 $230.00

ITALIAN 2

7 SESSIONS X 2.5 HRS
Tutor Patricia Hughes
Start Tue 30 Apr 6.30 pm
WEA Wollongong
CN2213 $201.00

SPANISH 2

8 SESSIONS X 2.5 HRS
Tutor Yvette Millan
Start Thu 9 May 6.30 pm
WEA Wollongong
CN2217 $230.00

JAPANESE 2

8 SESSIONS X 2.5 HRS
Tutor Yumiko Kent
Start Tue 7 May 6.30 pm
WEA Wollongong
CN2218 $230.00

FRENCH 2

8 SESSIONS X 2.5 HRS
Tutor Catherine Thornberry
Start Mon 29 Apr 6.30 pm
WEA Wollongong
CN2210 $230.00

CHINESE MANDARIN 2

8 SESSIONS X 2.5 HRS
Tutor Su-Lien Chen
Start Wed 8 May 6.00 pm
WEA Wollongong
CN2216 $230.00
photography and film

Early bird specials inside!
photography and film

PRACTICAL PHOTOGRAPHY
Take your SLR film or digital photography to new levels by learning how to take control of your camera. Learn camera functions including shutter speed, aperture, flash, light meters and filters. Learn the elements of great composition. NOTE: You need an SLR with manual option.

4 SESSIONS X 3 HRS
Tutor Paul Spinelli
Start Wed 8 May 6.30 pm
WEA Wollongong
CN2617 $175.00

OR

4 SESSIONS X 3 HRS
Tutor Paul Spinelli
Start Tue 5 Jun 6.30 pm
WEA Wollongong
CN2618 $175.00

DIGITAL CAMERA WORKSHOP FOR BEGINNERS
Spend quality time with a professional photographer who will explain digital photography in a way that is enjoyable and easy to understand. Take advantage of your camera’s many features. Learn to get great results all the time! This course caters for both SLR and none SLR cameras but will not be suitable for the small slim fully automatic pocket point and shoot models.

4 SESSIONS X 2 HRS
Tutor Alex Ball
Start Thu 9 May 7 pm
WEA Wollongong
CN2600X $183.00

INTRODUCTION TO CLOSE UP AND MACRO PHOTOGRAPHY
Explore the amazing world of close-up and macro photography. Learn the techniques and equipment (optical, lighting and support) needed to achieve sharply focused, well-exposed photographs of flowers, insects, water drops, miniatures, coins, jewelry and much more. Learn how to get the most from your DSLR and how to enhance its macro capabilities in very affordable ways. This course covers every type of close-up shot, from wide-angle to extreme macro, and equipment ranging from macro and reversed lenses to bellows and image stacking. It also covers image stacking techniques and equipment for extreme macro.

1 SESSION X 8 HRS
Tutor Nicolaas Van Oudtshoorn
Start Sat 22 Jun 8 am
WEA Wollongong
CN2602 $151.00

CREATING BEAUTIFUL DIGITAL PHOTOBOKS
This course is designed for people with some general computer experience who want to create a beautiful photobook using Photobook Australia but need help getting started. The course content includes how to organise your photos, layout ideas, importing fonts and embellishments from the web. Common pitfalls will be discussed to save you time and frustration. BYO laptop where possible. NOTE: If you don’t have a laptop you will work on a smaller project that can be completed in class time.

2 SESSIONS X 3 HRS
Tutor Robyn Lang
Start Sat 4 May 9.30 am
WEA Wollongong
CN21828 $83.00

FILM - THE LIVELIEST ART PRESENTED BY THE FILM SOCIETY
Enjoy a range of films which are introduced and discussed from an historical and cultural perspective.

Films this term will include: The Last Laugh, Rabbit Proof Fence, Alice In The Cities, Genova, The Endless Night, Ostreuz, Broken Glass Park, Kinder Mutter ein General.

8 SESSIONS X 2.5 HRS
Tutor Kevin Barr
Start Wed 8 May 7 pm
WEA Wollongong
CN2601 $55.00
outdoors, general interest and writing

Early bird specials inside!
MEMOIR WRITING

If life is a puzzle and if each of us represents one small piece of this puzzle, then we owe it to life, we owe it to ourselves and most importantly we owe it to each other to write about the colours, the contours and the meaning of our life. Course will cover:

* Capture your story in a way which will interest others.
* Unravel the truth without crucifying friends or being sued by enemies.
* Learn when to montage moments and when to go into minute detail.

3 SESSIONS X 3 HRS
Tutor Karen Lane
Start Sun 16 Jun 1.15 pm
WEA Wollongong
CN2406 $114.00

CLASSICAL ARCHERY

Experienced coaches introduce you to the sport of archery over this three week program. There is a focus on safety, etiquette and equipment. Membership of the Illawarra Archery Club is available on satisfactory completion. Due to insurance compliance, enrolments will not be accepted after Friday 24 May, 2019.

NOTE: Students must complete a medical form. Please contact WEA Illawarra office on 4226 1622 to have this form sent to you.

3 SESSIONS X 3 HRS
Tutor Marianne Gale
Start Sat 1 Jun 9 am
Archery Range, Mt Keira Road, Mt Keira
CN21501X $125.00

MOUNTAIN BIKE MAINTENANCE

This course is aimed at serious, social and competitive riders who already carry out basic maintenance but would like to learn more about their bikes. We will cover fine tuning of forks and shocks, adjusting gears, replacing bottom brackets and head stems, and servicing brakes and bearings. This course will suit keen mountain bikers who not only want to keep their bikes in good condition, but want to know how to fix things while out on the trail.

2 SESSIONS X 3 HRS
Tutor David Hansen
Start Wed 22 May 6.15 pm
Venue: 301 Keira Street, Wollongong
CN21506 $70.00

HOW TO GIVE YOURSELF A FASHION MAKEOVER

Learn how to give yourself a complete fashion make over in a fun and friendly atmosphere. You will learn how to create different fashion looks to suit your lifestyle and personality, tips and tricks to flatter different body shapes, what colours suit you best, how to re-vamp and streamline your wardrobe, and how to develop your signature style.

1 SESSION X 6 HRS
Tutor Anna Stacey
Start Sat 18 May 9.30 am
WEA Wollongong
CN2314 $88.00
Early bird special if paid before 27 April $75.00

CHILD ESSENTIALS FIRST AID

This workshop will equip those caring for small children with the practical skills and knowledge of how to respond in any first aid situation that may present itself. This workshop is a hands-on, practical and informative session covering infant and child CPR, choking, febrile convulsions, bleeding, shock, basic wound care, burns and common medical conditions including; allergies, anaphylaxis and asthma. No formal assessments are required in this session. A facial shield key ring and updated emergency charts are included in course cost.

1 SESSION X 3 HRS
Tutor Joanne Massey
Start Sat 25 May 9 am
WEA Wollongong
CN21720X $72.00

WRITERS’ MONTHLY MEETUP

Most writers need a regular deadline and constructive feedback to write their best work. The Writers’ Monthly Meet-ups will provide a series of three monthly meetings to facilitate this process. The meet-ups are open to amateur and professional writers of all forms of writing – poetry, plays, scripts, memoir, short or long fiction or non-fiction. Writers will also receive additional coaching to help build writing belief and develop writing skills. Meetups are: Sunday 5 May, 2 June, 30 June

3 SESSIONS X 3 HRS
Tutor Karen Lane
Start Sun 5 May 9.15 am
WEA Wollongong
CN2403 $114.00

MEMOIR WRITING

If life is a puzzle and if each of us represents one small piece of this puzzle, then we owe it to life, we owe it to ourselves and most importantly we owe it to each other to write about the colours, the contours and the meaning of our life. Course will cover:

* Capture your story in a way which will interest others.
* Unravel the truth without crucifying friends or being sued by enemies.
* Learn when to montage moments and when to go into minute detail.

3 SESSIONS X 3 HRS
Tutor Karen Lane
Start Sun 5 May 9.15 am
WEA Wollongong
CN2403 $114.00

Early bird special if paid before 27 April $96.00

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technology, computers and seniors

Early bird specials inside!
I have always loved helping others and throughout my working life I managed to find myself in positions where I became a mentor to others. This lead me to the conclusion that this was my calling.

I enrolled in my TAE certificate, completed the course, then was asked if I would like to help teach an iPad class at WEA Illawarra, which I jumped at the chance. I went on to take over the class and became involved with the Tech Savvy Seniors programme which is a collaboration between Telstra, Libraries, and the NSW government.

Tech Savvy Seniors has been developed to help those over 60 to become more knowledgeable and comfortable with using all types of technology. Over the 6 years I have been involved with Tech Savvy Seniors I have met and helped some wonderful people who come back to share stories of how they were able to show others what they have learnt.

Some common stories are “my family (young ones) do everything I need done; but don’t show me how. They are too fast and too impatient to show me what to do. After these classes I get to go home and show them! It’s great!”

It’s the best feeling in the world to see people’s confidence growing as they learn new skills and know I have had a hand in that.

“Larnie is pictured here with Patricia, who has been coming to WEA Illawarra since 2001! Patricia has embraced all types of technology over the years; keeping abreast with smart phones, computers, the internet, iTunes, iPads and everything else inbetween - Patricia is a shining example of life-long learning!”
TECH SAVVY SENIORS - BASIC COMPUTING (STAGE 1)
If you are struggling to understand Windows 10 then this course is for you!
1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 23 May 10 am
Shellharbour City Library
CN21919 $10.00

TECH SAVVY SENIORS - BASIC COMPUTING (STAGE 2)
Following on from the previous week you will discover more about Windows 10!
1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 30 May 10 am
Shellharbour City Library
CN21920 $10.00

TECH SAVVY SENIORS - ORGANISE YOUR DIGITAL PHOTOS
Learn how to download your photographs, transfer them from one device to another, send and save them as attachments, and organise and manage them!
Although this is a computer based course please byo device as well.
1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 6 Jun 10 am
Shellharbour City Library
CN21921 $10.00

Like us on Facebook
WEA Illawarra
Block IT Out Computing

**INDIVIDUAL Assistance**

*for all your PC and Apple Mac needs*

Do you need a one off computer help session?
Do you need quick answers to your IT problems?

If you have said YES to either of these questions then check out our individual one on one training sessions.

You choose how much or how little time you want.

Pricing for Block IT Out is as follows:
- 30 minutes sessions - $50
- 1 hour sessions - $100

**CONTACT US ON 4226 1622 TO DISCUSS**

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**TECH SAVVY SENIORS COMPUTER TRAINING**

☑️ ARE YOU over the age of 60?
☑️ DO YOU feel that your technology skills are letting you down
☑️ ARE YOU interested in learning more about computers, iPads, email, social media, the internet and other digital applications?

If you have answered YES to one or more of the questions above then we can help you!

**NOTE:** A $10 fee will apply to cover the costs of take home resources

Start your Tech Savvy training with one of the sessions held down in Shellharbour City Library - see page 34. Enrol online at weaillawarra.com.au or ring WEA Illawarra on 4226 1622.
**be connected computer training**

- **ARE YOU** over the age of **50**?
- **DO YOU** feel that your technology skills are letting you down?
- **ARE YOU** interested in learning more about computers, iPads, email, social media, the internet and other digital applications?

If you have answered YES to one or more of the questions above then we can help you! Enrol in one of the classes below.

*In a tutor led class you will learn either basic computing skills or iPad skills as well as how to access online learning resources to continue to develop your digital skills and confidence at home.*

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Instructor</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Course Code</th>
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<tbody>
<tr>
<td>BE CONNECTED COMPUTING</td>
<td>1 SESSION X 3 HRS</td>
<td>Maria Basaglia</td>
<td>Wed 8 May</td>
<td>1 pm</td>
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<td>1 SESSION X 3 HRS</td>
<td>Elizabeth Elliott</td>
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<td>CN21935</td>
</tr>
</tbody>
</table>

**IMAGE: SHUTTERSTOCK**

Be Connected
Every Australian online.
WEA Illawarra proudly operates Alesco Illawarra, an accredited independent senior secondary school (Y9-Y12), with campuses now based in the Illawarra, Shoalhaven and Southern Highlands. Alesco Illawarra offers an alternative flexible education and training pathway for young people who are not growing or flourishing in a traditional mainstream school environment.

We believe that every young person deserves access to flexible education and training pathways, helping them to mature and meet their goals, in a nurturing and safe environment. An environment that includes self-responsibility, choice, independence, mutual respect and personal accountability. We believe strong student and staff relationships are the foundation for learning and personal growth and are the cornerstone of the “Alesco Illawarra Way”.

Alesco Illawarra is ideal for students who may feel disconnected from mainstream school because of environmental factors or personal factors impacting their ability to feel a sense of belonging, such as social anxiety, depression, other mental health issues, complex family challenges within the home, trauma or bullying.

Alesco Illawarra has a strong focus on student wellbeing, offering students access to experienced youth workers, learning support staff and passionate teachers to help students identify and work toward personal goals.

Alesco Illawarra also has an experienced mental health nurse to help young people negotiate and manage any known or emerging mental health issues and connect them with health and wellbeing services in their community.

For more information visit
W: www.alescoillawarra.nsw.edu.au
P: 4226 1622   E: alesco@weaillawarra.com.au
introducing short courses in partnership

Shellharbour City Libraries

Where the courses are held

City Library
Cnr Cygnet and College Avenue
Shellharbour City Centre

Enrol at weaillawarra.com.au
Enquiries to: 4226 1622
TECH SAVVY SENIORS - BASIC COMPUTING (STAGE 1)

If you are struggling to understand Windows 10 then this course is for you!

1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 23 May 10 am
Shellharbour City Library
CN21919 $10.00

TECH SAVVY SENIORS - BASIC COMPUTING (STAGE 2)

Following on from the previous week you will discover more about Windows 10!

1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 30 May 10 am
Shellharbour City Library
CN21920 $10.00

TECH SAVVY SENIORS - ORGANISE YOUR DIGITAL PHOTOS

Learn how to download your photographs, transfer them from one device to another, send and save them as attachments, and organise and manage them! Although this is a computer based course please bring your device as well.

1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 6 Jun 10 am
Shellharbour City Library
CN21921 $10.00

TECH SAVVY SENIORS - INTRO TO IPADS STAGE 1

Come along to this introductory course and discover the iPad's many useful features and how it can enhance your life.

1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 20 Jun 9.30
WEA Wollongong
CN21917 $10.00

TECH SAVVY SENIORS - IPADS STAGE 2

Following on from Stage 2 this session will uncover more features of the iPad.

1 SESSION X 3 HRS
Tutor Larnie Perrin
Start Thu 27 Jun
WEA Wollongong
CN21922 $10.00

INTRODUCTION TO PHOTOGRAPHY

This introductory course will set you on your way to enjoying the features of your camera to take more creative and memorable photos.

1 SESSION X 4.5 HRS
Tutor Nicolaas Van Oudtshoorn
Start Sat 18 May 10 am
Shellharbour City Library
CN2609 $71.00

DRAWING FOR PLEASURE

Drawing is a relaxing past time and can be done any time and anywhere. This class is suited for both beginner and intermediate students.

1 SESSION X 2 HRS
Tutor Mark Svensson
Start Tue 7 May 1 pm
Shellharbour City Library
CN2636 $99.00

Places fill fast!
Enrol well in advance to ensure you don’t miss out on your course.

Early bird special if paid before 29 April $84.00
THREE EASY WAYS TO ENROL

ONLINE
- Go to weaillawarra.com.au
- Find your course
- Click enrol now and pay by credit card (Mastercard or Visa only)

PHONE
- Call us on 4226 1622
- We will help you with enrolment
- Pay by credit card (Mastercard or Visa only)

IN PERSON
- Come to WEA Illawarra Wollongong 50-58 Auburn St
- We will help you with enrolment
- Pay by credit card (Mastercard or Visa only)

Please note WEA no longer accepts cash payments

OUR LOCATION
50-58 Auburn Street, Wollongong
Just a short 10 minute walk down Auburn Street from the railway station
02 4226 1622
info@weaillawarra.com.au

You can download your own copy of this program at www.weaillawarra.com.au
# WEA ILLAWARRA ENROLMENT FORM

**PLEASE CHOOSE CAREFULLY. NO REFUND. BY FILLING IN THIS FORM YOU ACCEPT WEA ILLAWARRA TERMS AND CONDITIONS.**

## COURSE DETAILS

<table>
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<tr>
<th>COURSE CODE E.G. CN117IX</th>
<th>COURSE NAME</th>
<th>LOCATION</th>
<th>START TIME</th>
<th>START DATE</th>
<th>FEE</th>
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**CONCESSION CARD NUMBER**

LESS CONCESSION/MEMBER DISCOUNT*

**CERTIFICATE (OPTIONAL) $10 PER COURSE (NB: CERTIFICATE COST IS INCLUDED IN ACCREDITED COURSE FEE)**

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Are you a current WEA Illawarra Member? Please tick applicable:  
YES [ ]  NO [ ]

WEA Illawarra Members receive 10% off all lifestyle and non accredited courses not marked with an X.

**TOTAL $**

## STUDENT INFORMATION

<table>
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<tr>
<th>First Name</th>
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<th>Address</th>
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Phone (Mobile preferred)

Email ____________________________________________ (WEA Illawarra may use your email to communicate with you).

Male [ ]  Female [ ]  
Date of Birth: DD _____ / MM _____ / YEAR _______

Do you consider yourself to have a disability? Please tick applicable:  
YES [ ]  NO [ ]

Please specify if not one of the boxes below: ____________________________________________

Hearing/deaf [ ]  Physical [ ]  Intellectual Learning [ ]  Mental Illness [ ]  Brain Impairment [ ]  Vision [ ]  Medical Condition*

**Medical Conditions**

WEA Illawarra may decline an enrolment or exclude a student if in the opinion of WEA Illawarra, the student’s welfare or that of other students or trainers may be at risk due to participation in a particular course as a result of a medical condition. In certain circumstances a medical clearance may be required.

## PAYMENT DETAILS

If you are planning to use a credit card please tick the type of card you will be using below.

PAYMENT TYPE:  MASTERCARD [ ]  VISA [ ]

Once this form has been received by WEA Illawarra we will contact you for your card details.
WEA ILLAWARRA - ENROLMENT TERMS AND CONDITIONS

EMAIL

WEA Illawarra may use your email to communicate with you. Please indicate on the enrolment form if you do not wish to receive email communication from WEA Illawarra.

OTHER CHARGES

Some courses have charges for materials used in those courses. Details under course description or on the requirement sheet.

CHANGES

Course descriptions are provided as a guide only and WEA Illawarra reserves the right to change them or class schedules or a tutor when circumstances deem necessary. Accredited courses follow the accredited curriculum/training packages and cannot be changed.

AGES

WEA Illawarra is committed to providing a diverse range of lifelong learning opportunities with a particular focus on adult education. Persons aged under 14 yrs and 9 mths may be permitted to enrol in a course if accompanied by an adult. Please contact the WEA Illawarra office for further information.

PUBLIC HOLIDAYS

Courses do not run on public holidays unless otherwise stated.

UNAUTHORISED STATEMENTS

No responsibility is accepted by WEA Illawarra for statements made by tutors or unauthorised agents of WEA Illawarra.

RISK

Participation in WEA Illawarra courses and clubs is entirely at participant’s own risk. The WEA Illawarra is not responsible for any vehicle or its contents parked at any WEA Illawarra venue. Enrolment in a course is taken by the WEA Illawarra to indicate acceptance of these conditions.

REFRESHMENTS

There are NO vending machines at WEA Illawarra. BYO lunch for all day workshops and when you feel you will need a snack.

Boiling water is available at all WEA Illawarra centres to make tea/coffee.

DISCOUNTS

10% discount- Seniors card/Concessions card/ Partner organisations
10% off all lifestyle and non-accredited courses for WEA Illawarra Members
Supporting evidence is required at the time of enrolment. Sorry no discounts on Accredited, Online and Distance courses, or those marked with an X. Only one discount can be used per course.

PHYSICAL ACCESS

If you have any physical impediment affecting your mobility please advise when enrolling, including whether you can walk upstairs. Part of the Auburn Street Centre and the Balarang Centre have wheelchair access and disability facilities.

DISABILITY ACCESS

WEA Illawarra recognises that access to learning for people with a disability requires the removal of obstacles. Where feasible and where resources permit, WEA Illawarra will assist participants with a disability or a special need.

RECEIPTS

Please present your course receipt at the first course session.

REFUNDS

Once an enrolment has been processed, refunds are not made except when WEA Illawarra cancels a course. A credit note may be issued if a replacement student can be found prior to the course commencing, or in the case of a serious illness if a written request is accompanied by a medical certificate. However requests for a credit note or refund on medical grounds must be lodged within the term in which you are enrolled. An administrative charge of 10% of course fees applies with a minimum fee of $10. WEA Illawarra cannot accept responsibility for changes in personal circumstances or work commitments or for books or materials purchased for a course. In some instances transfer between courses may be granted upon application by a student to the CEO. Final decisions on any refund, transfer or credit note issues remain with the CEO.

*WEA Illawarra reserves the right to alter any of the published arrangements, either before or during a course, or to cancel or terminate a course. For Online courses there are no refunds after you have enrolled and received access to the course.
WEA ILLAWARRA - ENROLMENT TERMS AND CONDITIONS

CERTIFICATES
For accredited courses, students who are deemed competent automatically receive a certificate. For all other courses, students who have attended at least 75% of sessions may obtain a Certificate of Attendance by a non-refundable payment of $10 at the time of enrolment. Accredited Certificates are available for collection from the WEA Illawarra office two weeks after outcomes are received from tutor. Non-accredited certificates will be posted at the end of term. Requests for certificates after the end of the term will incur an additional administrative fee of $5.

ABOUT THE WEA ILLAWARRA
Founded in NSW in 1913, the WEA Illawarra is a not for profit, non government, community based organisation dedicated to the extension of lifelong learning. It recognises the value of a culturally diverse community and the importance of a tolerant society in which views are freely expressed and each member’s fullest development is encouraged.

WEA ILLAWARRA VISION
The WEA Illawarra’s vision is to be a leader in the provision of quality education by offering a diverse range of lifelong learning opportunities, including lifestyle, pre-vocational and vocational programs.

WEA ILLAWARRA MEMBERSHIP
Any person commencing an educational activity run by WEA Illawarra may apply to become a Member. Members are eligible to elect Directors to the WEA Illawarra Board and to attend and vote at special meetings of the WEA Illawarra. There is no cost to be a member, however persons applying for membership will be required to sign an application confirming their support of the objectives of the WEA Illawarra as set out in the Constitution. Members receive discounts for WEA Illawarra courses. If you are a current WEA Illawarra member you are entitled to 10% off selected courses.

LLN SUPPORT (INCLUDING BASIC COMPUTING)
Participants who have difficulty in achieving the required level of competency in accredited courses may be eligible to receive assistance including coaching, remedial study or referral to other agencies. An appropriate fee may be applicable in these circumstances and will be established on a case-by-case basis in consultation between the participant and the Training and Operations Manager.

MUTUAL RECOGNITION OF QUALIFICATIONS ISSUED BY OTHER RTOS
As a Registered Training Organisation (RTO), WEA Illawarra recognises the AQF qualification and Statements of Attainment issued by other Registered Training Organisations through the process of credit transfer.

RECOGNITION OF PRIOR LEARNING
Participants who believe that they already have the skills and knowledge required to meet the competency standards in an accredited course may apply for Recognition of Prior Learning.

STUDENT HANDBOOK
WEA Illawarra has developed a Student Handbook that is accessible in WEA Illawarra Centres and on our web page. This details assessment procedures (for accredited courses), grievances, access, equity and code of practice.

The name Community Colleges and the logo are trademarked brands used by over 65 NSW Government funded adult learning agencies. WEA Illawarra is proud to be part of the NSW Community Colleges network. In 2007 Community Colleges Australia was formed and WEA Illawarra is a member of this peak national body.
Work Skills

bookkeeping  computing  retail services  leadership and management  TAE  pathways

FREE!

Autumn Program 2019

INSIDE
- Business Studies
- Computer Courses
- Youth Jobs PaTH

wea
ILLAWARRA
content

4 meet our people
5 bookkeeping and computing
6 your choice computing and business
8 smart and skilled
12 employing a trainee
13 realise your potential/diploma of quality auditing/Youth PaTH
14 be connected

accredited training

WEA Illawarra is a Registered Training Organisation (RTO 90297) accredited by the Australian Skills Quality Authority (ASQA) to provide nationally recognised training.

This means that on successful completion of your qualification, the skills you are competent in are recognised across Australia.

Study can be undertaken in a whole certificate, skill sets (a combination of units from a qualification), or individual units of competency. Certificate will be issued upon successful completion of whole qualification. Statements of Attainment will be issued for successful completion of one or more units of competency. A range of delivery options including face to face, flexible or blended delivery are available.

Recognition of Prior Learning/experience is for individuals who can demonstrate with supporting evidence that they have the skills and knowledge equivalent to parts of a full or part qualification. A thorough process is available to assess your suitability for RPL.

For further information please contact WEA Illawarra on 4226 1622.

term 2, 2019
6 MAY - 28 JUNE

e: info@weaillawarra.com.au
w: weaillawarra.com.au
If you have any questions, concerns or hesitations about completing a Vocational course with WEA Illawarra arrange a time to meet with me. I get to meet most of our students before they start so we can make sure they are enrolling in the best course. When you are enrolled with WEA Illawarra I am here to support you throughout your course.

Many years ago, having attended an assessment day for jobs in the NSW Government, I was invited to an interview for NSW Department of Education and Training – an interview I was not prepared for yet was successful in gaining a traineeship. This is where I learnt about traineeships and apprenticeships and my passion for workplace learning began.

When asked to complete my Certificate IV in Training and Assessment I said yes because it would support the compliance work I was doing with a Registered Training Organisation, but there was no way I would stand in front of a class of students and teach – just the thought of that petrified me! Yet 6 years ago, I gave up a full time co-ordinators role to spend more time in front of students. Now I love training and supporting students in classrooms and workplaces more than anything else.

Working with trainees lets me travel to some great workplaces on the NSW South Coast and Southern Highlands. I get to go to some stunning offices, interesting manufacturing buildings and some unique construction sites. One of my trainees won the Illawarra and South East NSW Region Trainee of the Year award and advanced her career beyond expectations.

This year WEA Illawarra is nominating a trainee in the NSW Training Awards – Olivia Raso who has just completed her Certificate III in Business Administration whilst working with the University of Wollongong’s Science Space. Congratulations on your nomination and best of luck for the Illawarra and South Coast NSW Training Awards announced on Friday 29th June.
bookkeeping and computing

BOOKKEEPING CONCEPTS FOR BOOKKEEPING SOFTWARE
This course is designed to help you understand basic bookkeeping concepts and terms necessary for using software systems such as MYOB or Xero. No previous bookkeeping experience is required. This knowledge is a prerequisite for completing the MYOB and Xero courses.

1 SESSION X 3 HRS
Tutor Josephine Suarez
CPA CERT IV TAE
Start Mon 29 Apr 6.30 pm
WEA Wollongong
CN21702X $67.00

OPERATE A PERSONAL COMPUTER* ICTICT101
This unit is for the beginner or person who is self-taught and covers preparing to use a computer, managing basic computer configurations, using basic applications and programs including email and basic peripheral devices.

This is a core unit from Certificate I in Information, Digital Media and Technology ICT10115.
* Funding is available for this course. Talk to us to see if you meet eligibility criteria for free training.

6 SESSIONS X 3 HRS
Start Thu 16 May 9.00 am
WEA Wollongong
CN23301X *$0 or $380.00

COMPUTER BOOKKEEPING USING MYOB WITH GST INCLUDING PROCESS PAYROLL
This course is aimed at those who use MYOB for Bookkeeping. It will help you get the most out of this great package and make your bookkeeping tasks a dream. It will help you prepare payroll, maintain accurate records and report and pay tax. Participants will receive Nationally Recognised Statements of Attainment from the Certificate III in Business Administration BSB30415 for the following units: BSBFIA303 Process accounts payable and receivable, BSBFIA304 Maintain a general ledger, BSBFIA301 Maintain financial records and BSBFIA302 Process Payroll.

PRE-REQUISITE: Must be computer literate, have manual bookkeeping experience to trial balance or enrol in the “Bookkeeping Concepts for Bookkeeping Software” course.

* TSB funding is available for this course. Talk to us to see if you meet eligibility criteria for free training.

9 SESSIONS X 3 HRS
Tutor Oriana Castelli
Dip,COMPUTER APPLICATIONS, Cert IV TAE, Dip MGMT
Start Wed 1 May 6.30 pm
WEA Wollongong
CN23303X *$0 or $669.00

XERO - CLOUD BASED ACCOUNTING
INTRO TO XERO ACCOUNTING SOFTWARE
An introduction to this cloud based accounting software
This session is non accredited

1 SESSION x 7 hrs
Tutor Bonnie Comber
Start Thu 26 Jun 9.00 am
WEA Wollongong
CN21703X $134
* Funding available for accredited Xero programs for eligible students. Please contact Dannelle on 4226 1622

Typing Speed Tests
BSBITU307 Develop keyboarding speed and accuracy
This unit of competency now replaces the Australian Standard 2708-2001 as a requirement for typing speed and accuracy statements which may be required for workplace entry.

To achieve competence in this unit you will be required to complete a question and answer style assessment and complete a minimum of 2 typing tests achieving 25 WPM with 98% accuracy.

As this is a nationally recognised statement of attainment you will require a USI and photo identification.

The cost of this assessment is $95

Please contact our office on 4226 1622 to further discuss the requirements of this assessment.
**your choice computing & business**

**WHAT IS YOUR CHOICE?**

1. It is a *method of learning* — where you are able to study in a flexible and meaningful way. You join a small class of students who are each working on their different programs, but you all have one classroom tutor who guides your learning.

2. It is a *choice of qualification* — select a whole qualification from the list below, or alternatively if you choose a skill set or individual unit of competency you can also receive a Nationally Recognised Statement of Attainment for the units of competency from the appropriate Certificate qualification that match your level of study.

3. It is a *choice to study* — a single unit; a cluster of units; or a whole qualification; (in all VET courses).

**HERE’S HOW TO START**

- **Step 1** — Choose what you want to study
- **Step 2** — Phone WEA Illawarra on 4226 1622 to discuss your program details
- **Step 3** — Choose your class time from the Term Schedule below

**COMPUTER COURSES AVAILABLE FOR YOUR CHOICE — as individual units**

- **Microsoft Office** - $399 per unit
  - Word (Beginner to Advanced)
  - PowerPoint
  - Excel (Beginner to Advanced)
  - Publisher
  - Project (2 levels)

- **Adobe** - $399 per unit
  - InDesign CC (2 levels)
  - Photoshop CC (2 levels)

**YOUR CHOICE NATIONALLY RECOGNISED VOCATIONAL EDUCATION & TRAINING QUALIFICATIONS**

**QUALIFICATIONS TO CHOOSE FROM**

**FOUNDATION SKILLS**
- FSK20113 Certificate II in Skills for Work and Vocational Pathways
- ICT10115 Certificate I in Information, Digital Media and Technology

**CERTIFICATE II**
- BSB20115 Business
- ICT20115 Information, Digital Media and Technology
- SIR20216 Retail Services

**CERTIFICATE III**
- BSB30115 Business
- BSB30415 Business Administration
- FNS30317 Accounts Administration
- SIR30216 Retail

**CERTIFICATE IV**
- BSB40215 Business
- BSB42618 New Small Business
- BSB40515 Business Administration
- FNS40217 Accounting and Bookkeeping
- BSB42015 Leadership and Management
- BSB41515 Project Management Practice

**DIPLOMA**
- BSB51918 Leadership and Management
- BSB51615 Quality Auditing
SCSHEDEULING OPTIONS

MORNING CLASSES

START Monday 6 May 9.00 am
8 sessions X 3 hrs
BUSINESS ADMIN/IT/RETAIL FOCUS CN21805X

START Tuesday 7 May 9.00 am
8 sessions X 3 hrs
BUSINESS ADMIN/IT/RETAIL FOCUS CN21801X

START Wednesday 1 May 9.00 am
8 sessions X 3 hrs
BUSINESS/IT/RETAIL FOCUS CN21807X

START Friday 10 May 9.00 am
8 sessions x 3 hrs
BUSINESS/IT/RETAIL FOCUS CN21806X

AFTERNOON CLASSES

START Monday 6 May 3.30 pm
8 sessions X 3 hrs
MGMT/PROJECT MGMT/IT/BUSINESS CN21813X

START Thursday 9 May 12.30 pm - 3.00 pm
8 sessions X 2.5 hrs
INTRO TO COMPUTER SKILLS CN21814X

START Thursday 9 May 3.00 pm
8 sessions X 3 hrs
FINANCE/BUSINESS/MGMT CN21808X

EVENING CLASSES

START Monday 6 May 6.30 pm
8 sessions X 3 hrs
IT/MGMT/AUDIT FOCUS CN21809X

START Tuesday 7 May 6.30 pm
8 sessions X 3 hrs
PROJECT MGMT/IT/MGMT/AUDIT FOCUS CN21802X

START Wednesday 8 May 6.30 pm
8 sessions X 3 hrs
BUSINESS/IT/MGMT FOCUS CN21804X

START Thursday 2 May 6.30 pm
8 sessions X 3 hrs
BUSINESS/FINANCE FOCUS CN21803X

SCHEDULING OPTIONS

WOLLONGONG

MORNING CLASSES

START Tuesday 7 May 9.30 am
8 sessions X 3 hrs
BUSINESS/IT/RETAIL FOCUS CN21810X

START Wednesday 8 May 9.30 am
8 sessions X 3 hrs
BUSINESS/IT/RETAIL FOCUS CN21811X

YOUR TRAINER

All trainers are highly qualified and have a Certificate IV TAE. Each trainer has an individual area of expertise and students are placed in the most appropriate classes according to subject matter.

STUDY REQUIREMENTS

- 1 unit of study — 1 session per week
- Full qualifications - 2 sessions or more per week as negotiated

NOTE: Attendance plus additional work at home will be required as outlined in your training plan.

PRE-REQUISITE: Students must be computer literate or have completed a computer awareness course or equivalent.

PRICES

Students can enrol in individual units of competency, skills sets or whole qualifications.

Prices vary dependent on Smart and Skilled or other funding eligibility. Please contact us on 4226 1622 to discuss. Prices are provided in quote before enrolment.

NOTE: Certificates for whole qualifications will not be issued until payments for the course price have been received and satisfactory completion of all assessment requirements.

SMART AND SKILLED SUBSIDIES

See next page for further details or talk to us to see if you are eligible.
WEA Illawarra has courses available in:

- Foundation Skills - reading, writing, numeracy and computer skills
- Entitlement Certificate II & III
- Targeted Priorities Certificate IV & Diploma

**ELIGIBILITY REQUIREMENTS**

To be eligible for Smart and Skilled, participants need to be:

- 15 years old or over
- Living or working in NSW
- No longer at school
- An Australian citizen, Australian permanent resident, Australian permanent humanitarian visa holder or New Zealand citizen
- Home schooled, Asylum seeker or Refugee

**COURSE FEES**

Fees are nominated with each course. If eligible for fee exemption, the fee is $0. The fee amounts are applied in accordance with Smart and Skilled fee arrangements - see [www.smartandskilled.nsw.gov.au](http://www.smartandskilled.nsw.gov.au)

The WEA Illawarra will confirm fees on application. Fee exemptions apply for Aboriginal and Torres Strait Islander students, students with a disability, a dependant of a disability support pension recipient. Fee concessions apply to low income or disadvantaged students. You might also apply if you wish to upskill and don’t meet concession requirements.

Check out the following pages for qualifications options and call on 4226 1622 to see where we can help!

This training is subsidised by the NSW Government.
CERTIFICATE I in INFORMATION, DIGITAL MEDIA and TECHNOLOGY ICT10115
This qualification allows individuals to learn the basic knowledge and skills to safely perform simple digital literacy tasks using a personal computer and software applications.
Qualification consists of 6 units including:
ICTICT101 Operate a personal computer
ICTICT102 Operate word-processing applications
ICTICT103 Use, communicate and search securely on the internet

CERTIFICATE II in INFORMATION, DIGITAL MEDIA and TECHNOLOGY ICT20115
This qualification provides the foundation skills and knowledge to use information and communications technology (ICT) in any industry.
Qualification consists of 14 units including:
ICTICT201 Use computer operating systems and hardware
ICTICT203 Operate application software packages
ICTICT204 Operate a digital media technology package
FEE:
Exemption: $0, or
Concession: $160, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE II in BUSINESS BSB20115
This qualification offers a pathway into future business employment in a variety of junior administration positions. Upon completion of course, participants will be able to perform a range of routine tasks using limited practical skill and basic operational knowledge.
Qualification consists of 12 units including:
BSBINN201 Contribute to workplace innovation
BSBIND201 Work effectively in a business environment
BSBINM202 Handle mail

FEE:
Exemption: $0, or
Concession: $160, or
Fee calculation as per Smart and Skilled calculator
CERTIFICATE III in RETAIL
SIR30216
This qualification provides the skills and knowledge for an individual to work within retail operations. Upon completion of this qualification, individuals can possibly obtain a job as a sales assistant, customer service assistant, point of sales operator and more.

Qualification consists of 14 units including:
SIRXSLS001 Sell to the retail customer
SIRXCEG002 Assist with customer difficulties

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE III in ACCOUNTS ADMINISTRATION
FNS30317
This qualification is a pathway into financial based administration employment. The course develops knowledge and skills in a range of financial areas including financial data entry, processing accounts and payrolls and producing reports.

Qualification consists of 11 units including:
FNSACC312 Administer subsidiary accounts and ledgers
FNSACC313 Perform financial calculations
FNSINC301 Work effectively in the financial services industry

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE III in BUSINESS
BSB30115
This qualification allows individuals to learn how to apply their skills and knowledge to the various roles required of them across different industry sectors.

Qualification consists of 12 units including:
BSBFLM312 Contribute to team effectiveness
BSBITU306 Design and produce business documents
BSCUS301 Deliver and monitor a service to customers

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

ARE YOU interested in
BSB51615 - Diploma of Quality Auditing
BSB51918 - Diploma of Leadership and Management

Fee calculation as per Smart and Skilled calculator

NOTE
The cost of all courses will vary based on student eligibility for a Smart and Skilled subsidy.

Contact Kerrie or Dannelle on:
Phone: 4226 1622

IMPROVE YOUR OPPORTUNITIES - REALISE YOUR POTENTIAL
CERTIFICATE IV in LEADERSHIP and MANAGEMENT BSB42015

For those working as developing and emerging leaders and managers in a range of enterprises, this qualification further develops their knowledge and skills in leadership and management. Individuals will monitor their own performance, provide leadership, guidance and support to others as well as organising and monitoring their team.

Qualification consists of 12 units including:

- BSBBLDR401 Communicate effectively as a workplace leader
- BSBBLDR402 Lead effective workplace relationships

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE IV in ACCOUNTING AND BOOKKEEPING FNS40217

This qualification is designed to reflect the job roles of bookkeepers and employees performing bookkeeping tasks for organisations in a range of industries. Individuals in these job roles will apply specialist knowledge and skills to complete routine and non-routine activities.

Qualification consists of 13 units including:

- BSBFIA401 Prepare financial reports
- FNSTPB401 Complete business activity and instalment activity statements
- FNSTPB402 Establish and maintain payroll systems

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE IV in BUSINESS ADMINISTRATION BSB40515

This qualification is tailored towards individuals who have well developed administrative skills and knowledge and currently use them in business environments. Individuals will develop these skills as well as learn to apply solutions to a range of business-based problems.

Qualification consists of 10 units including:

- BSBITU401 Design and develop complex text documents
- BSBWRT401 Write complex documents

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

CERTIFICATE IV in NEW SMALL BUSINESS BSB42618

This qualification is tailored towards small business managers who already possess well-developed skills and a broad knowledge about small businesses.

Qualification consists of 10 units including:

- BSBBSMB401 Establish legal and risk management requirements of small business
- BSBBSMB421 Manage small business finances
- BSBBSMB404 Undertake small business planning

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator

DIPLOMA of LEADERSHIP and MANAGEMENT BSB51918

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

Qualification consists of 12 units including:

- BSBBLDR511 Develop and use emotional intelligence
- BSBMGT517 Manage operational plan
- BSBBLDR502 Lead and manage effective workplace relationships
- BSBWOR502 Lead and manage team effectiveness

FEE:
Exemption: $0, or
Concession: $240, or
Fee calculation as per Smart and Skilled calculator
THINKING OF EMPLOYING A TRAINEE?

Choose WEA Illawarra as your registered training provider

- We can provide work based training to new entrant trainees in various courses
- Our Trainers will visit the workplace monthly to keep your staff on track with their qualification
- This training is subsidised by the NSW Government, Enrolment Fees are dependent on NSW Smart and Skilled eligibility set by the Department of Industry
- School based traineeships available for Certificate II and III qualifications

Traineeship qualifications are:

- BSB20115 - Certificate II in Business
- ICT20115 - Certificate II in Information, Digital Media and Technology
- SIR20216 - Certificate II in Retail Services
- BSB30115 - Certificate III in Business
- BSB30415 - Certificate III in Business Administration
- SIR30216 - Certificate III in Retail
- BSB40215 - Certificate IV in Business
- BSB40515 - Certificate IV in Business Administration
- BSB42015 - Certificate IV in Leadership and Management
- BSB42618 - Certificate IV in New Small Business
- BSB41515 - Certificate IV in Project Management Practice
- BSB51918 - Diploma of Leadership and Management

Call 4226 1622 today!

For further information please contact either Kerrie or Dannelle on 4226 1622.
This unit covers the skills and knowledge a vocational trainer or assessor requires to identify language, literacy and numeracy (LLN) skill requirements of training and the work environment, and to use resources and strategies that meet the needs of the learner group. Course will be conducted using one face to face class plus an individual mentoring/feedback session on the set external assignment.

Please note: Participants should be working as a trainer/assessor in order to complete their assignments.

Start
Please contact office for dates

Time
9 – 4.30 pm + an individual meeting arranged with the trainer/assessor

Venue
WEA Wollongong

Cost
$275

DIPLOMA OF QUALITY AUDITING BSB51615

Are you looking at a role as a quality assurance manager, quality facilitator, quality and improvement consultant or service quality system support analyst? This program will allow you to develop skills and knowledge in the components of conducting a quality audit. Smart and Skilled subsidies available for eligible students.

Ring Dannelle or Kerrie on 4226 1622 to arrange an interview

YOUTH JOBS PaTH

Youth Jobs PaTH is an Australian Government initiative to help young people under 25 into jobs. It allows job seekers to enhance their employability skills through training. Through the Youth Jobs PaTH program, we are offering a three week program that will be driven by the strengths and requirements of the job seekers involved.

Contact us today on 4226 1622 to find out more!

REALISE YOUR POTENTIAL

Reach for the sky and discover what courses WEA Illawarra can offer our clients with disabilities.

Government subsidised training available, ranging from courses in life skills to computers and iPads.

- Smart and Skilled Foundations Skills
- Smart and Skilled Certificate II in Business and Retail
- Smart and Skilled - CSO*
- Cert I in Skills for Information, Digital Media and Technology

Ring Dannelle or Kerrie on 4226 1622 to discuss assistance and your training requirements.

PD FOR TRAINERS AND ASSESSORS

Updates to trainer and assessor credential requirements to come into effect from April 2019. See information at https://www.asqa.gov.au/news-publications/news/updates-trainer-and-assessor-credential-requirements-come-effect-april-2019 The following units have been included as core units in the new TAE40116 Certificate IV in Training and Assessment. Please note that on successful completion of these units WEA Illawarra will issue the Statement of Attainment from the TAE50216 Diploma of Training Design and Development. Your trainer for these sessions will be Graham Neville.

TAELLN411 ADDRESS ADULT LANGUAGE, LITERACY AND NUMERACY SKILLS

This unit covers the skills and knowledge a vocational trainer or assessor requires to identify language, literacy and numeracy (LLN) skill requirements of training and the work environment, and to use resources and strategies that meet the needs of the learner group. Course will be conducted using one face to face class plus an individual mentoring/feedback session on the set external assignment. Please note: Participants should be working as a trainer/assessor in order to complete their assignments.

Start
Please contact office for dates

Time
9 – 4.30 pm + an individual meeting arranged with the trainer/assessor

Venue
WEA Wollongong

Cost
$275

TAEASS502 DESIGN AND DEVELOP ASSESSMENT TOOLS

Design and develop assessment tools is offered in a blended format consisting of two full day classroom sessions with additional assignment work being completed outside the face to face sessions. The program will cover the skills and knowledge required to design and develop assessment tools used to guide the collection of quality evidence, including their application in formative, summative and recognition of prior learning (RPL) assessment.

Start
Please contact office for dates

Time
9 - 4.30 pm

Venue
WEA Wollongong

Cost
$275

Contact us today for more information on 4226 1622

DIPLOMA OF QUALITY AUDITING BSB51615

Are you looking at a role as a quality assurance manager, quality facilitator, quality and improvement consultant or service quality system support analyst? This program will allow you to develop skills and knowledge in the components of conducting a quality audit. Smart and Skilled subsidies available for eligible students.

Ring Dannelle or Kerrie on 4226 1622 to arrange an interview

YOUTH JOBS PaTH

Youth Jobs PaTH is an Australian Government initiative to help young people under 25 into jobs. It allows job seekers to enhance their employability skills through training. Through the Youth Jobs PaTH program, we are offering a three week program that will be driven by the strengths and requirements of the job seekers involved.

Contact us today on 4226 1622 to find out more!

REALISE YOUR POTENTIAL

Reach for the sky and discover what courses WEA Illawarra can offer our clients with disabilities.

Government subsidised training available, ranging from courses in life skills to computers and iPads.

- Smart and Skilled Foundations Skills
- Smart and Skilled Certificate II in Business and Retail
- Smart and Skilled - CSO*
- Cert I in Skills for Information, Digital Media and Technology

Ring Dannelle or Kerrie on 4226 1622 to discuss assistance and your training requirements.
ARE YOU over the age of 50?

DO YOU feel that your technology skills are letting you down?

ARE YOU interested in learning more about computers, iPads, email, social media, the internet and other digital applications?

If you have answered YES to one or more of the questions above then we can help you!

Enrol in one of the classes below.

In a tutor led class you will learn either basic computing skills or iPad skills as well as how to access online learning resources to continue to develop your digital skills and confidence at home.

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**BE CONNECTED COMPUTING**

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 8 May 1 pm
WEA Wollongong
CN21930

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 22 May 9.30 am
WEA Wollongong
CN21931

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 19 Jun 1 pm
WEA Wollongong
CN21932

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 26 Jun 9.30 am
WEA Wollongong
CN21933

**BE CONNECTED COMPUTING**

1 SESSION x 3 HRS
Tutor Anthony Maruca
Start Fri 17 May 1 pm
WEA Wollongong
CN21946

1 SESSION x 3 HRS
Tutor Anthony Maruca
Start Fri 14 Jun 1 pm
WEA Wollongong
CN21947

1 SESSION x 3 HRS
Tutor Elizabeth Elliott
Start Thu 9 May 9.30 am
WEA Wollongong
CN21934

1 SESSION x 3 HRS
Tutor Elizabeth Elliott
Start Sat 1 Jun 9.30 am
WEA Wollongong
CN21935

**BE CONNECTED IPADS**

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 8 May 1 pm
WEA Wollongong
CN21930

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 22 May 9.30 am
WEA Wollongong
CN21931

1 SESSION x 3 HRS
Tutor Maria Basaglia
Start Wed 19 Jun 1 pm
WEA Wollongong
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Australian Government

Be Connected
Every Australian online.